



Needs Assessment Technical Memorandum

Stakeholder Review Process

November 2010

Introduction

The City of Austin has established a goal of Zero Waste by 2040. The City is undertaking a master planning process to identify the policies, programs and infrastructure that will be needed to reach Zero Waste. The Master Plan will include a detailed Implementation Plan and a Funding and Financing Plan to be presented in March 2011. To further the development of the Master Plan, the City's consulting team, led by HDR Engineering, has prepared a Needs Assessment Technical Memorandum. The technical memorandum evaluated: 30 existing initiatives to identify opportunities for program enhancements, facility expansion, and new policy initiatives; and 28 new initiatives to identify diversion potential, planning level costs, and the advantages and disadvantages of each initiative.

Stakeholder Instructions

Stakeholders are invited to review the technical memorandum and provide input to the City for the Master Plan. The technical memorandum consists of a main document and several appendices.

In the spirit of Zero Waste, the technical memorandum has been designed to be viewed online. Scroll down to read the main document. To read the appendices, place your cursor over the hyperlinked text and then left click. To return to the main document right click and select "previous view" from the drop down menu.

A preview of the technical memorandum will be conducted via the online meeting on Tuesday, November 9th from noon to 1 p.m. (see instructions for joining the meeting below).

Opportunities for Input

Stakeholder feedback is critical to the success of the master planning process. The City has provided three opportunities for stakeholder input on the technical memorandum:

1. Participate in the workshop and open house scheduled for November 16th and 17th (described further below).
2. Provide input online (online survey form will be posted at www.ci.austin.tx.us/sws/zerowaste.htm beginning the week of November 15th).
3. Send an email to swsmasterplan@ci.austin.tx.us.

Stakeholder input will be reflected in the draft Master Plan (to be presented in March 2011).

Workshop Schedule

Tuesday, November 9th, Noon to 1 p.m. - Needs Assessment Report Findings Preview

This online meeting will use Microsoft Live Meeting. Follow this link to join the meeting:

<https://www.livemeeting.com/cc/hdrinc/join?id=N79RNN&role=attend&pw=sfoatten>

Tuesday, November 16th, 6:30 to 8 p.m. - Public Workshop/Kick-Off Meeting

Fiesta Gardens, 2100 Jesse E. Segovia Street

This evening workshop will provide: a recap of findings from the technical memorandum, a review of regional infrastructure, and an opportunity for Q&A. At this workshop, stakeholders will also vote on the issues to be discussed in more detail at the workshop and open house on Wednesday, November 17th. Up to six small group sessions will be scheduled for November 17th based on the interests and feedback from the stakeholders during the November 16th workshop.

Wednesday, November 17th, 2010, 10:30 a.m. to 8 p.m. – Public Workshop and Open House

Fiesta Gardens, 2100 Jesse E. Segovia Street

Public Workshop and Open House Schedule – Tentative*

**Please note that this schedule is subject to change. The topics for the small group meetings will be determined based on feedback at the November 16th kick-off meeting. The schedule will be updated during that meeting and posted online the evening of November 16th.*

10:30 – 11:30 a.m.	Small Group Meetings (Topics TBD)
11:30 a.m. – 1 p.m.	Open House: Learn more about the plan, ask questions and provide feedback. Light refreshments will be served.
1 – 2 p.m.	Small Group Meetings (Topics TBD)
2 – 2:30 p.m.	Break
2:30 – 3:30 p.m.	Small Group Meetings (Topics TBD)
3:30 – 5 p.m.	Open House: Learn more about the plan, ask questions and provide feedback
5 – 6:30 p.m.	Break
6:30 – 8 p.m.	The project team will recap and report what we learned throughout the workshop and the feedback from stakeholders that we received online. This input will be used to shape the draft Master Plan to be presented in March 2011.

Potential topics for small group discussions include:

- New policy and program needs
- Regional public and private infrastructure
- New facility needs
- Projected staffing, costs and diversion rates